

JR4-1-301 General resolution format requirements.

- (1) Each resolution shall be typewritten or printed on paper 8-1/2 by 11 inches.
- (2) Each resolution shall contain:
 - (a) a designation containing the information required by Subsection (3);
 - (b) a short title;
 - (c) the year and type of legislative session in which the resolution is to be introduced;
 - (d) the phrase "State of Utah";
 - (e) the sponsor's name, after the heading "Chief Sponsor:";
 - (f) if the resolution is a House resolution that has passed third reading in the House, the Senate sponsor's name after the heading "Senate Sponsor:";
 - (g) if the resolution is a Senate resolution that has passed third reading in the Senate, the House sponsor's name after the heading "House Sponsor:";
 - (h) a long title, which shall include a list of constitutional sections, legislative rules, or the Utah Supreme Court's Rules of Procedure or Rules of Evidence affected, if applicable;
 - (i) a resolving clause containing the information required by Subsection (4);
 - (j) for joint resolutions, concurrent resolutions, Senate resolutions, and House resolutions:
 - (i) one or more paragraphs that begin with the word "Whereas" that function as the preamble; and
 - (ii) one or more paragraphs that begin with the words "Be it Resolved" that identify the statement of purpose or policy; and
 - (k) special clauses including, if necessary, an effective date.
- (3) The designation shall be a heading that identifies the resolution by its house of introduction and by unique number assigned to it by the Office of Legislative Research and General Counsel and shall be in the following form:
 - (a) for constitutional joint resolutions and joint resolutions: "S.J.R." or "H.J.R." followed by the number assigned to the joint resolution;
 - (b) for concurrent resolutions: "S.C.R." or "H.C.R." followed by the number assigned to the concurrent resolution;
 - (c) for Senate resolutions: "S.R." followed by the number assigned to the Senate resolution; or
 - (d) for House resolutions: "H.R." followed by the number assigned to the House resolution.
- (4) Each resolution shall contain a resolving clause in one of the following forms:
 - (a) in a constitutional joint resolution, or in a joint resolution proposing to amend the Utah Supreme Court's Rules of Procedure or Rules of Evidence: "Be it resolved by the Legislature of the state of Utah, with at least two-thirds of all members elected to each of the two houses concurring:";
 - (b) in a joint resolution: "Be it resolved by the Legislature of the state of Utah:";
 - (c) in a concurrent resolution: "Be it resolved by the Legislature of the state of Utah, with the Governor concurring:";
 - (d) in a Senate resolution: "Be it resolved by the Senate of the state of Utah:"; or
 - (e) in a House resolution: "Be it resolved by the House of Representatives of the state of Utah:".